

The Church of Scotland

Perth Riverside Church of Scotland

Congregation No. 281702

Charity No. SC 011113

Annual Report & Accounts for 2016

Reference and Administrative Information

Charity Name: Perth Riverside Church of Scotland

Charity Registration Number: SC 011113

Contact Address: 2 Dryburgh Crescent, Perth, PH1 1SF

Trustees

For the whole of 2016 and to date of signing

Rev David Rankin

Martine Clyne

Keith Fleming

Steven Mackay

Helene McDonald

Rev Iain McFadzean

Keith Wellstood

Principal Office Bearers

Minister: Rev David Rankin

Community worker: Keith Wellstood

Session Clerk: Steven Mackay

Church Treasurer: James Christie

Property Convenor: Steven Mackay

Independent Examiner

Steven Goodacre

16 Woollcombe Square

Scone

Perth

PH2 6PN

Bankers

Bank of Scotland

10-16 King Edward Street

Perth

PH1 5UT

Trustees' Annual Report - year ended 31 December 2016

Structure, Governance and management

The Church is administered in accordance with the terms of the Deed of Constitution (Unitary Form).

Recruitment and Appointment of Trustees

Members of the Kirk Session are the charity trustees. The Kirk Session members are Elders of the Church and are chosen from those members of the Church who are considered to have the appropriate gifts and skills. The Minister, who is a member of the Kirk Session, is elected by the Congregation and inducted by Presbytery.

Objectives and Activities

The Church of Scotland is Trinitarian in doctrine, reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's Kingdom throughout the world. As a national church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish of Scotland through a territorial ministry. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond.

Perth Riverside Church of Scotland is a Christian community based in north Perth.

As a church we seek to fulfil our mission, aims and values through regular Christians worship, community activities and service to our parish.

Our Mission Statement

Pray serve grow.

Our Aims

- Grow as a community of Jesus' disciples.
- Serve each other, our neighbours, our parish, our city and beyond using our abilities and our building.
- Pray as a way of life.

Our Values

Faith, nurture and generosity.

Achievements and Performance

Attendance

The Perth Presbytery Statistical Return for 2016 records our Roll as 63 adults with an additional 41 children attending. We also have 20 adherents recorded while various other people regularly attend our services. During the week we also interact with many more people through our community work.

Overview of 2016 at Riverside

Services

We maintain weekly worship on a Sunday at 10:30am, during which provision is made for all ages through our children's programme. We have a monthly service on the last Thursday and we have added a new monthly evening service on the last Sunday. We continue to develop Funday School, a contemporary and lively children's ministry on the last Sunday of the month.

Community Work

Our community activities include a weekly parent and toddler group, run by volunteers from the congregation; a drop in café held on a Tuesday morning; a mid-week After School Club where primary school children play games, bake, and participate in arts and crafts; VIM, a group for mothers of children who have not yet started school; and an acoustic café is held fortnightly for young people. This year we also began a community cafe on Saturday mornings which has been well attended.

There are strong links between the church and North Muirton Primary School and Perth Grammar School. We have maintained our project with Perth Grammar School to provide work experience, mentoring and support to some local pupils and are presently considering how this might be developed further.

We continue to develop links with Balhousie Primary School, through a table tennis club and a badminton club. The minister also conducts a number of parish funerals every year and provides pastoral care to non-members as well as to members of the church.

Church Life

There is a range of activities for people who want to explore and express faith including our weekly faith and friendship group, prayer meetings and small groups which meet in people's homes. We hold community cafe events for local families to coincide with Christian festivals such as Christmas and Easter.

Building on the previous year's congregational consultation the trustees developed a vision for the growth and direction of the congregation.

We have continued to improve communication through the church website and quarterly newsletter. We have also provided a noticeboard for sharing volunteering opportunities.

Our youth ministry is still expanding with a fortnightly youth club joining the already established group to explore Christian faith.

This year we held a concert with New Scottish Hymns, an affordable Christmas fayre and a evening of musical entertainment. The later two events raised money for a local special care baby unit.

Financial Review

We recorded a deficit of £7,032 in 2015. This was turned into a surplus of £6,806 in 2016. The main reasons for this turnaround were.

- 1 An increase in rental income for church premises of 43%, thanks to a lot of hard work by the team.
- 2 An 18% increase in giving via Gift Aid. This was mainly attributable to new people arriving at the church and existing worshippers who switched to this form of giving, rather than people increasing their giving.
- 3 The final settlement of the insurance claim following the Manse fire in 2013. We received £3,648, which was treated as a negative expense rather than as income.
- 4 We incurred little expenditure on the buildings. Not only did we get off very lightly we should really have spent more. We spent hardly anything on the Manse, and this will change in 2017. An old property such as the Manse requires constant maintenance to protect the fabric, and also to keep the Rankins' home up to scratch.

Taking all this into account (especially points 3 & 4) we don't expect a similar surplus in 2017. If we can break even that would be a good result.

Reserves Policy

The reserves figure is a notional item that does not appear in the accounts. It reflects the amount of money we believe we should hold in the bank as a precaution. Our policy is to hold reserves of £18,000, which currently represents approximately four months expenditure. We believe that our small size, and reliance on relatively few members require us to have such a prudent level of reserves.

Statement of Trustees' Responsibilities

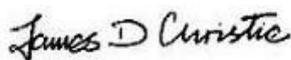
Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that financial period. In preparing those financial statements, the trustees are required to:

- ◇ Select suitable accounting policies and then apply them consistently;
- ◇ Make judgements and estimates which are reasonable and prudent;
- ◇ State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- ◇ Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf

James Christie, Treasurer



Date 9th April 2017

Perth Riverside Church of Scotland

SC 011113

Independent Examiner's Report to the Trustees of Perth Riverside Church of Scotland

I report on the accounts of the charity for the year ended 31st December 2015 which are set out on pages 6-11.

Respective responsibilities of trustees and examiner

The Charity Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The Charity Trustees consider that the audit requirement of Regulation 10 (1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
 - ◇ to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulation, and
 - ◇ to prepare accounts which accord with the accounting records and comply with regulations 9 of the 2006 Accounts Regulations have not been met or,
- 2 to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Steven Goodacre
16 Woolcombe Square
Scone
Perth
PH2 6PN



Date 9th April 2017

Perth Riverside Church Receipts & Payments Account, year to 31st December 2016

		Unrestricted Funds 2016 £	Restricted Funds 2016 £	Endowment Funds 2016 £	Total 2016 £	Total 2015 £
Receipts	Note					
Donations	3	£46,157.58	£0.00	£0.00	£46,157.58	£39,313
Activities for Generating Funds						
Rental of premises	£11,429.75					
Other activities for gen funds	£265.00					
Café	<u>£1,486.82</u>					
		£13,181.57			£13,181.57	£9,139
Legacies		£0.00	£0.00		£0.00	£0
Bank & Deposit interest		<u>£0.00</u>		<u>£0.00</u>	<u>£0.00</u>	<u>£0</u>
		<u>£59,339.15</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£59,339.15</u>	<u>£48,452</u>
Sale of assets		£0.00			£0.00	£0
Sale of investments		£0.00			£0.00	£0
Grants		£0.00			£0.00	£0
Receipts from General Trustees		£0.00			£0.00	£0
Other Receipts		£0.00			£0.00	£0
Total Receipts		<u><u>£59,339.15</u></u>	<u><u>£0.00</u></u>	<u><u>£0.00</u></u>	<u><u>£59,339.15</u></u>	<u><u>£48,452</u></u>
Payments	4					
Costs of generating funds		£1,076.95			£1,076.95	£360
Charitable activities		£51,455.91	£0.00		£51,455.91	£55,124
Governance costs		£0.00			£0.00	£0
Total Payments		<u><u>£52,532.86</u></u>	<u><u>£0.00</u></u>	<u><u>£0.00</u></u>	<u><u>£52,532.86</u></u>	<u><u>£55,484</u></u>
for the year before transfers		£6,806.29	£0.00	£0.00	£6,806.29	-£7,032
Transfers		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
Excess of Receipts over Payments for the year		<u><u>£6,806.29</u></u>	<u><u>£0.00</u></u>	<u><u>£0.00</u></u>	<u><u>£6,806.29</u></u>	<u><u>-£7,032</u></u>

Perth Riverside Church Statement of Balances at 31st December 2016

	Bank Balances 2016	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Endowment Funds 2016 £	Total 2016 £	Total 2015 £
Bank & Deposit Balances						
Bank & deposit balances b/f	£53,116.47	£44,931.82	£11,132.55	£0.00	£56,064.37	£63,096.55
+/- net expenses/income not cleared b/f	£2,947.90					
Movement in year:						
Excess of Receipts over Payments for the year	£6,806.29	£6,806.29	£0.00	£0.00	£6,806.29	-£7,032.18
+/- net expenses/income not cleared c/f	<u>-£12,138.51</u>					
Bank & deposit balances c/f	<u>£50,732.15</u>	<u>£51,738.11</u>	<u>£11,132.55</u>	<u>£0.00</u>	<u>£62,870.66</u>	<u>£56,064.37</u>
Discrepancy	£0.00				£0.00	£0
Investments at market value						
(cost £ xxxxx)	£0.00	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0</u>
Assets						
Gift Aid Receivable		£12,144.94	£0.00	£0.00	£12,144.94	£3,573.51
Income invoiced but not received/cleared		<u>£1,851.80</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£1,851.80</u>	<u>£302.70</u>
		£13,996.74	£0.00	£0.00	£13,996.74	£3,876.21
Liabilities						
Expenses incurred but not paid/cleared		<u>-£1,858.23</u>	<u>£0.00</u>	<u>£0.00</u>	<u>-£1,858.23</u>	<u>-£928.31</u>
Cost of repair not yet billed		<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£0.00</u>
		<u>£12,138.51</u>	<u>£0.00</u>	<u>£0.00</u>	<u>£12,138.51</u>	<u>£2,947.90</u>

NB in the above statement the "Bank Balances" figures are taken from bank statements. The funds figures and the total for the year are the balances in our accounts. The two sets of figures are reconciled by the net expenses/income that was not cleared at the start and end of the year. If the reconciliations match then the discrepancy figure is zero.

In preparing these financial statements:

- the Trustees are of the opinion that the charity is entitled to the exemption from audit conferred by Regulation 10(1)(d) of the Charities Accounts (Scotland) Regulations 2006.
- the Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records and prepares financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The accounts were approved by the Kirk Session on .

For and on behalf of the Kirk Session.

Keith Fleming
Elder

Helene McDonald
Elder

Perth Riverside Church

Notes to the Accounts

1 *Trustee Remuneration and Related Party Transactions*

No trustee or person related to a trustee received any remuneration in the period from 1st January 2016 to 31st December 2016. The Community Worker, Keith Wellstood, is both a trustee and an employee of the Church of Scotland. However, his salary comes from central funds, rather than from Riverside.

David Rankin, our minister and therefore a trustee, was reimbursed for various authorised expenditure on behalf of the church totalling £417. The church also paid £960 to the Church of Scotland to cover expenses incurred by Rev Rankin. Further, the church paid Council Tax of £2,631 for the manse.

The church reimbursed Keith Wellstood with £1,233 in authorised expenditure, and £330 in expenses incurred in his role as the Community Worker.

Steven Mackay was reimbursed £265 and Iain McFadzean £173 for authorised expenditure.

The church does not operate an imprest system (petty cash) for expenses. Two signatories are required for issuing a cheque. When dealing with small expenses, or with tradesmen, it is therefore often simpler for people to pay and then reclaim the money from the church on production of an invoice.

No trustee or a person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

2 Movement in Funds

	Fund balances b/f	Income	Expenses	Transfers for period	Fund balances c/f
Unrestricted Funds					
General Fund	£33,038.24	£59,339.15	-£53,446.21	£1,240.00	£40,171.18
Fabric Fund	£6,653.26	£0.00	£3,647.68	-£3,640.00	£6,660.94
Youth Work Fund	£2,434.75	£0.00	-£75.63	£0.00	£2,359.12
Mission Fund	£2,300.57	£0.00	-£2,369.70	£2,400.00	£2,330.87
Children's outings	£505.00	£0.00	-£289.00	£0.00	£216.00
Designated Donations	£0.00	£0.00	£0.00	£0.00	£0.00
Total Unrestricted Funds	£44,931.82	£59,339.15	-£52,532.86	£0.00	£51,738.11
Restricted Funds					
Restricted Fund #1 (youth work)	£11,132.55	£0.00	£0.00	£0.00	£11,132.55
Restricted Fund #2 (bench)	£0.00	£0.00	£0.00	£0.00	£0.00
Total Restricted Funds	£11,132.55	£0.00	£0.00	£0.00	£11,132.55
Total	£56,064.37	£59,339.15	-£52,532.86	£0.00	£62,870.66

NB: there are no endowment funds.

Purposes of Designated Funds

The Fabric Fund was established for the maintenance of the buildings that Riverside Church is responsible for. It was set up in 2011. Expenditure categorised as "Fabric repairs and maintenance" comes out of this fund.

The Youth Work Fund was established to provide support for Riverside's mission work with local youth.

The Mission Fund exists to ensure that we have money set aside for our core purpose of sharing the good news of God's love. It was set up in 2011. Expenditure categorised as "Mission" or "Outreach" comes out of this fund.

The children's outings fund was set up in 2015 following a gift from the family of Matt McKean, a member who died in 2010. Matt's family wanted the money to be used for some form of children's outing. The trustees have full discretion over how this money will be used.

The Designated Donations fund was created to hold money that has been raised with the express intention of donating it to an external charity. The exact destination is at the discretion of the Kirk Session, so it cannot be a Restricted Fund.

Purposes of Restricted Funds

Restricted Fund #1 (youth work) holds the remainder of the money that was raised between 2004 and 2006 to pay the salary of a youth worker. She resigned before the end of her contract and a replacement was not appointed. The youth worker post was managed by Perth Riverside Church and Perth YMCA as a joint project,

committed to Christian youth work in Riverside's parish. This money is assigned to a restricted fund because it can be spent only on projects that are approved by both Riverside and Perth YMCA. That is why it is held in a separate fund from the general Youth Work Fund, which can be spent at the discretion of the trustees.

Restricted Fund #2 (bench) holds money that was granted by Perth & Kinross Council for the purchase and installation of a bench in the church grounds, but handy for a bus stop on Bute Drive. There is no money left in this fund, but we will retain the fund for future use in similar projects when we receive grants for specific pieces of work.

3 Analysis of Donations & Other Income

	Unrestricted funds 2016	Restricted funds 2016	Total 2016	2015
Gift Aid donations	£29,414		£29,414	£24,915
Tax recovered on Gift Aid donations	£7,349		£7,349	£6,229
Tax recovered through GASDS	£1,223		£1,223	£1,474
Ordinary offerings (open plate)	£5,013		£5,013	£5,626
Other offerings, donations, etc.	£3,159	£0	£3,159	£1,070
	<u>£46,158</u>	<u>£0</u>	<u>£46,158</u>	<u>£39,313</u>

	Unrestricted funds 2016	Restricted funds 2016	Total 2016	
Café income (gross)	£1,487		£1,487	£1,169
Hall rental	£11,430		£11,430	£7,970
Other activities for generating funds	£265		£265	
	<u>£13,182</u>	<u>£0</u>	<u>£13,182</u>	<u>£9,139</u>

4 Analysis of Payments

	Unrestricted funds 2016	Restricted funds 2016	Total 2016	2015
event catering & expenses	£910		£910	£146
café expenses	£167		£167	£214
costs (misc) of gen funds	£0		£0	£0
Costs of generating funds	£1,077	£0	£1,077	£360
Charitable activities				
alarms & security	£0		£0	£428
assets & equipment	£2,487		£2,487	£5,678
broadband	£275		£275	£221
CCLI licence	£468		£468	£463
children's outings	£289		£289	£0
cleaning materials	£465		£465	£278
donations & gifts	£1,798		£1,798	£220
donations (designated for 3rd parties)	£0		£0	£0
electric	£4,515		£4,515	£3,287
gardening	£792		£792	£650
gas	£5,058		£5,058	£5,582
insurance	£2,503		£2,503	£2,738
manse expenses (ex CT/ins)	£530		£530	£1,181
mission & outreach	£2,370		£2,370	£2,387
MMA	£15,980		£15,980	£13,800
P&KC (manse)	£2,635		£2,635	£2,670
phone	£980		£980	£964
Presbytery Assessment	£441		£441	£585
printing, stationery, postage, photocopy	£438		£438	£259
pulpit duties	£0		£0	£0
repairs (Fabric Fund)	-£3,648		-£3,648	£1,380
restricted fund #1 youth work		£0	£0	£0
restricted fund #2 bench		£0	£0	£0
staff expenses	£2,072		£2,072	£1,921
staff wages	£9,438		£9,438	£8,576
toilets servicing	£808		£808	£810
training	£0		£0	£17
vacancy costs	£0		£0	£0
water	£190		£190	£580
window cleaning	£495		£495	£450
youth work (designated fund)	£76		£76	£0
	<u>£52,533</u>	<u>£0</u>	<u>£52,533</u>	<u>£55,484</u>
Governance costs	£0	£0	£0	£0
Other payments	£0	£0	£0	£0

5 *Minister's Stipend*

All Church of Scotland congregations contribute towards the National Stipend Fund, which bears the costs of all ministers' stipends and employer's contributions for National Insurance, pensions and the Housing and Loan Fund. Ministers' stipends are paid in accordance with the National Stipend Scale, which is related to the years of service. For the year under review the minimum stipend was £26,380 and the maximum stipend (in the 5th and subsequent years) £32,419.

6 *Collections for Third Parties*

None.